

**Bear Creek Township Special Meeting
February 22, 2021- Zoom Meeting**

- I. Time: 3:30 p.m.
- II. Roll Call: Golding (Bear Creek Township, MI), Urman (Bear Creek Township, MI), Kendziorski (Bear Creek Township, MI), Hoffman (Bear Creek Township, MI- joined at 3:40pm)
 - a. Absent: Keiser
 - b. Others Present: Mitch Brown, Al Welsheimer
- III. Using the budget and activity from the last two fiscal years (2019-2020 and 2020-2021), the board finalized the budget and finished the fire fund.
- IV. Building Inspector Applications
 - a. The Board received applications from the following individuals for the Building Inspector position: Mike Rohrstaff, Doug Kendziorski, Patrick Kiley, Derrick Schultz, Brett Riccinto, Michael Kent, Richard Davidson, Greg Pieknik, Bruce Mullen, Stephen Villerot, Brian Punches, Dustin Warner, Bryan Conklin, Keegan VanDoorne. In his memo, Keiser suggested choosing 5-6 applicants to interview. Keiser also noted that the law dictates four years of experience in the trades as a necessary qualification for this position. The board discussed each applicant.
 - b. Welsheimer noted that the person who is hired needs to be willing to step up and help out. For example, if a room needs to be painted in the hall, or the dock needs to be repaired at Jones Landing, this person could help out with those types of tasks. Being a team player is key to this position.
 - i. Brown asked if the “other duties” will be based on the candidate or if they will be the same for any candidate.
 - ii. Kendziorski feels that the “other duties” should be shaped per the candidate, in order to capitalize on an applicant’s strengths. While one candidate may be skilled in lawn maintenance, another may be the perfect fit to help Welsheimer with fire inspections.
 - iii. Hoffman would like to ensure that the priority is building inspections. This person would serve as a building inspector first and only do other duties as time allows. He asked if the supervisor (under the direction of the board) would be the person who would delegate these other duties to the building inspector (as time allows).
 - iv. Urman noted that the building inspector will also oversee the building department.
 - v. Brown explained that we can always tell the applicant that this position is developing. If the person helped with fire inspections, would the wages for that time come from the fire budget?
 1. Welsheimer explained that it would most likely come out of Bear Creek’s portion of the fire budget, but that could be worked out at a later point.
 - c. After discussion, the board agreed to interview the following candidates: Bryan Conklin, Doug Kendziorski, Derrick Schulz, and Mike Rohrstaff. Interviews will take place on March 15th and 16th at 3:30pm and 4:15pm each day (these will be half hour interviews). If a follow up interview is needed with two of the applicants, this will take place on March 18th at 3:30pm and 4:15pm. Keiser and Golding will develop a list of questions for the applicants.
 - d. Kendziorski noted that she cannot be present for the interview of Doug Kendziorski, as there is a conflict of interest. She asked which board member would be willing to take minutes for that interview. Urman suggested Lizzy Coats take the minutes.
 - e. Urman noted that the board can discuss at the end of the interviews which applicant should be hired.
- V. Adjournment: 4:54pm

Respectfully Submitted,

Emma Kendziorski

Emma Kendziorski, BCT Clerk